



City of Sunnyvale

Meeting Minutes - Draft

Board of Library Trustees

Monday, March 9, 2020

7:00 PM

Library Program Room, Sunnyvale Public
Library, 665 W. Olive Ave., Sunnyvale, CA
94086

Special Meeting

CALL TO ORDER

Chair Lai called the meeting to order at 7:04 p.m.

ROLL CALL

Present: 5 - Chair Carey Wingyin Lai
Vice Chair Sharlene Wang
Board Member Daniel Bremond
Board Member Tina Hwang
Board Member Mark Isaak

Council Liaison Larsson (present)

ORAL COMMUNICATIONS

Chair Lai read the upcoming board and commission recruitment announcement.

CONSENT CALENDAR

- 1 [20-0032](#) Approve the Board of Library Trustees Meeting Minutes of
February 3, 2020

Board Member Isaak moved, and Board Member Bremond seconded, approval of the Board of Library Trustees minutes of February 3, 2020 as submitted. The motion carried by the following vote:

Yes: 5 - Chair Lai
Vice Chair Wang
Board Member Bremond
Board Member Hwang
Board Member Isaak

No: 0

PUBLIC HEARINGS/GENERAL BUSINESS

**2 [20-0101](#) Options and Recommendation for Elimination of Fines on
Overdue Library Materials**

Ellen Giarrizzo, Circulation Manager, spoke about the options and recommendations for elimination of fines on overdue library materials.

Important takeaways: fines are assessed when library materials are returned past the due date, fees are assessed when an item is lost or damaged during patron use, research supports fines doing more harm than good, more than 400 public libraries across the country and many more around the world have gone fine-free, fines can prevent low income households from utilizing the library, Sunnyvale is the only library in Santa Clara County still assessing fines on Children's materials, fines and fees revenue is decreasing while the number of suspended accounts and amount of patron debt is increasing which could be concluded that unrecovered debt may act as a growing barrier to access for library cardholders.

Board Members inquired: how long is material overdue before it changes to being lost, administrative costs to send accounts to collection, how fines are assessed if a book is lost and then returned, how many materials were borrowed and not returned, is changing collection resources going to affect the library, and where will funding come from for future years.

Chair Lai opened the public hearing, and there being no public testimony, closed the public hearing.

Board Member Bremond moved, and Board Member Hwang seconded, the motion to recommend that the City Council approve alternatives 1, 2, 3 and 4. The motion carried by the following vote:

Yes: 5 - Chair Lai
 Vice Chair Wang
 Board Member Bremond
 Board Member Hwang
 Board Member Isaak

No: 0

3 [20-0031](#) Census 2020 Overview

Steve Sloan, Superintendent of Libraries, spoke about the Census in 2020. The

Library and Community Services department is conducting outreach, which began in February and will end mid May. The project is aimed at ensuring all California residents get counted.

Chair Lai opened the public hearing, and there being no public testimony, closed the public hearing.

STANDING ITEM: CONSIDERATION OF POTENTIAL STUDY ISSUES

None.

NON-AGENDA ITEMS & COMMENTS

-Board Member Comments

How would community organizations go about collaborating with the library?

-Staff Comments

-Council approved postponing a decision on the Library Foundation at the February 4 Council meeting.

-Design contracts for the Branch Library will be discussed at the April 7 Council meeting.

-The library has canceled all programs through March 31, due to the Coronavirus. The decision was based on County of Santa Clara guidelines to cancel events to prevent the spread of the virus.

-The library has also canceled upcoming staff conferences and in-service training days.

ADJOURNMENT

Chair Lai adjourned the meeting at 8:31 p.m.